



DEPARTMENT OF THE ARMY
HEADQUARTERS, U.S. ARMY ARMOR CENTER AND FORT KNOX
FORT KNOX, KENTUCKY 40121-5000

REPLY TO
ATTENTION OF:

Expires 30 July 2004

ATZK-CFA (608)

30 July 2002

MEMORANDUM FOR

Commanders, All Units Reporting Directly to This Headquarters
Commanders, Fort Knox Partners in Excellence
Directors and Chiefs, Staff Offices/Departments, This Headquarters

SUBJECT: USAARMC Policy Memo No. 8-02 – Family Advocacy Program

1. References:

- a. AR 608-18, The Army Family Advocacy Program (FAP), 1 Sep 95.
- b. AR 614-200, Enlisted Assignments and Utilization management, 12 Jul 01.
- c. AR 635-200, Enlisted Personnel, 1 Nov 00.

2. Family violence, which includes both child and spouse abuse, has an adverse impact on unit morale and readiness. It is a significant threat to the physical and mental health of soldiers and family members and will not be tolerated in this community. Commanders and directors are responsible for taking immediate steps to alleviate family violence.

3. Commanders and directors must recognize the dynamics of family violence and must ensure the safety and well being of soldiers and family members. Awareness of a soldier's family responsibilities and sensitivity to symptoms of abuse are imperative. Commanders must take appropriate measures to protect victims from further harm. Such measures include restriction to barracks, removal from government quarters, and pretrial restraint in cases where UCMJ or administrative action dictates (see AR 608-18, chapter 3, section V). It is essential for commanders to coordinate with Army Community Service (ACS) FAP on all child neglect cases, and with Social Work Service (SWS) FAP, Ireland Army Community Hospital, on other cases of abuse, to determine when it is safe to discontinue restrictions.

4. Army Regulation 608-18 requires each unit commander to report abuse involving their soldiers and encourages every soldier and civilian member of the military community to report information about known or suspected cases of child or spouse abuse occurring both on post and off post. The installation report points of contact (RPOC) are the Military Police (MP), 624-2111, Social Work Service, 624-9334, and Army Community Service FAP at 624-6291/8391. Initial report investigation and commander notification will occur within 24 hours.

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5. In those cases where a soldier is the victim of spouse abuse perpetrated by a nonsoldier spouse and the abuser is cited with a US District Court Violation notice, the Provost Marshal will issue a 72-hour installation bar letter against the alleged offender. A copy of the letter barring the alleged offender, along with supporting Military Police documentation, will be delivered to the Garrison Commander for his review by 0800 the first working day following the incident. If the facts and circumstances of a situation are appropriate, the Garrison Commander will issue a permanent bar letter.

6. Per AR 608-18, paragraph 3-2c, commanders and directors will ensure that soldiers receive annual training on FAP and the legal ramifications of abuse and neglect. Army Community Service will provide unit training to soldiers on family dynamics of spouse and child abuse, availability of prevention and treatment services, and the Army's policies regarding family violence. Contact FAP, Education Coordinator at 624-6291/8391 to schedule training.

7. The FAP "Commander's Desk Guide" is a tool commanders, directors, and first sergeants are to use when working with soldiers and families. The guide is an overview of the FAP and provides clear and specific suggestions for meeting your responsibilities in preventing family violence. The FAP Prevention Education Coordinator is the point of contact (POC) for this guide.

8. Utilize Spouse Victim Advocate Program. The Spouse Victim Advocate (SVA) provides comprehensive assistance and liaison to and for victims of spouse abuse and their families to include crisis intervention, assistance in securing medical treatment for injuries, temporary shelter, information of legal rights and resources available through both military and civilian programs, education, transportation, pre-trial, and post-trial support, transition assistance counseling, and follow-up. They co-facilitate with licensed provider, clinical support groups for victims; independently facilitate non-clinical/therapeutic (counseling/education) support groups for victims; make referrals to other helping agencies; provide follow-up to all identified victims (to include those who have declined services) 3 months following initial contact to ensure that no further intervention is necessary; and coordinate with commanders to assist in the development of a plan of assistance/intervention to include services, which provide for the safety of the victim and their family members.

9. Commanders and leaders should coordinate with the Child Victim Advocate (CVA) for assistance in arranging for the safety and well-being of children involved in abusive, neglectful, or potentially abusive or neglectful situations. The CVA serves as the primary point of contact for emergency childcare, i.e., foster care. The CVA can be notified by law enforcement and will respond to reports of child abuse and neglect. The CVA will assess the home in which the child

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resides in accordance with protocols established by the Family Advocacy Program (FAP). The CVA will explain the procedures for a child abuse investigation and Case Review Committee (CRC) process to the child when they are age appropriate and will assist CID with arranging a joint interview of the child with FAP Social Work Service and may escort the child to USA MEDDAC, Fort Knox. In "Out of Home Abuse" cases the CVA will assist CID with the investigation and explain the CRC process to family members and refer families to appropriate agencies. The CVA is responsible for the coordination of all requests for assistance from off post social service agencies and provides them with information on cases with which they are involved. Additionally, the CVA will respond to all calls of child neglect with MPI and the command and explain the Case Review Committee process to the family.

10. The Case Review Committee (CRC) is a multi-disciplinary team composed of personnel from Social Work Service, Provost Marshal Office, Staff Judge Advocate, Alcohol and Drug Abuse Prevention and Control Program, Criminal Investigation Division, Staff Chaplains' Office, Army Community Service FAP, and a pediatrician. The CRC is not an investigative body. This committee's function is to review information obtained by other agencies and to provide recommendations to commanders for adequate treatment services. It is a company commander's responsibility to attend CRC meetings when a soldier's or family member's case is being presented. The chain of command knows the soldier best; therefore, your input is critical in determining services for the family. The CRC chairperson is the Chief, SWS, who is also a RPOC for initial notification and a POC regarding questions or matters of treatment. I encourage a dialogue with the chairperson in questionable cases.

11. Refer all suspected abuse cases involving soldiers or family members to the FAP when an incident of child abuse/ neglect or spouse abuse occurs. The CRC, based on an independent consideration of available evidence, will determine whether the preponderance of available information indicates that an incident of abuse or neglect did occur. If the CRC determines (substantiates) that an incident of abuse or neglect did occur, it is a commander's immediate responsibility to ensure soldiers receive counseling and referral assistance as recommended by the CRC. Because of the sensitive and potential lethality of these cases, it is essential that treatment begins immediately, is uninterrupted (within mission requirements), and completed. Until a soldier's mandated treatment is complete, the place of duty should be at all scheduled appointments.

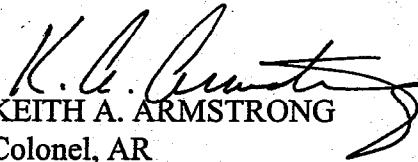
12. While in treatment status, permanent change of station for soldiers should not occur (see AR 614-200, para 3-5). This is in the best interest of the soldier, the family, and the command. If you, as the Commander, feel that rehabilitation of the soldier is not feasible, consider processing the soldier for elimination from the service under provisions of AR 635-200.

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13. The Family Advocacy Program is here to help you meet your responsibilities and to help build a strong, healthy community. Points of contact are: FAP Manager 624-6291/8391, and the Chief, SWS, 624-9334.

FOR THE COMMANDER:


KEITH A. ARMSTRONG
Colonel, AR
Garrison Commander

DISTRIBUTION:

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2500 – ATZK-CFA

CF:

DCG, USAARMC